



## ***West Side Cemetery District***

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Regular Monthly Board of Trustees Meeting  
District Office Boardroom, 440 E. Cedar Street, Taft, CA 93268  
October 15, 2019

**CALL TO ORDER:** Gary Summers called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE:** Roger Montgomery led Flag Salute.

**INVOCATION:** Robert Jordan

**PRESENT WERE:** Summers, Jordan, Montgomery, Melton, Black, Manager Joel Bauer, Office Manager Joyce Blue and District Foreman Nick Ward

**ABSENT WERE:** None

**GUESTS WERE:** Charlie Landwehr

**PUBLIC COMMENT:** Charlie Landwehr question about whether District paid for District Manager's trip to Colorado for conference.

**CORRESPONDENCE:** 1184 bill vetoed.

**ANNOUNCEMENTS:** None

- 1) **Approval of Minutes:** Roger Montgomery made a motion to approve the Minutes of the August 20, 2019, meeting. Robyn Melton seconded the motion. Motion passed. Four (4) to Zero (0). Don Black abstained.
- 2) **Approval of Financial Statements:** Robert Jordan made a motion to approve the Financial Statements for the month of August & September, 2019. Don Black seconded the motion. Motion passed Five (5) to Zero (0).
- 3) **Approval of Monthly Disbursements:**  
**Transaction Detail by Account (General):** Robert Jordan made a motion to approve the cash disbursements for August & September, 2019, for checks 6853 through 6902 for \$48,142.60. Don Black seconded the motion. Motion passed Five (5) to Zero (0).

**Transaction Detail by account (Payroll):** Robert Jordan made a motion to approve the cash disbursements for August & September, 2019, for checks 1243 through 1247 and AJE's for \$106,872.03. Don Black seconded the motion. Motion passed Five (5) to Zero (0).

**Board Members:** ☺ Gary Summers-Chairman ☺ Robyn Melton-Vice-Chair/Secretary ☺ Roger Montgomery ☺ Robert Jordan ☺ Don Black **Staff:** ☺ Joel Bauer-District Manager ☺ Joyce Blue- Office Manager.

**MANAGERS' REPORT:**

The District performed 7 services in August and 5 services in September total of 19 for the fiscal year compared with 21 services at the same time last year. Manager and Trustee Summers attended CSDA Annual Conference in Anaheim on September 25-28. Manager attended the Colorado Special Districts Conference in Keystone Colorado on September 10-13. Manager was able to take some vacation time. Manager attended the CAPC education conference in Ventura on October 10-12. Office Manager continues up-dating mapping program and ironing out issues with new website and has taken some vacation time. Grounds Crew has been taking care of services, repairing sprinkler system issues, raising and cleaning headstones, removing infractions of new flower policy, maintaining the cemetery, and day-to-day operations.

**AGENDA ITEMS:**

- 1) Robert Jordan made a motion to elect Gary Summers as Chairman and Robyn Melton as Vice-Chair/Secretary. Don Black seconded the motion. Motion passed Five (5) to Zero (0).
- 2) Request Board consider secession plan for Office Manager and District Manager. District Manager will present a plan at the November 19, 2019 meeting. Discussion only.
- 3) Request Board discuss changes in Wells Fargo, with Sandra Wheeler's leaving. District Manager to set-up meeting with Sandra Wheeler at the November 19, 2019 Board meeting. Discussion only.
- 4) Request Board consider replacing diesel fuel tank as per new CA law. District Manager will proceed with replacing diesel tank. Information only, no action taken.

**Unfinished Business List:**

**Other Board Items:** None

**BOARD MEMBER ITEMS:** None

**MEETING ADJOURNED:** Meeting Adjourned: 8:20 p.m.

The next Meeting will be November 19, 2019.

Respectfully Submitted,

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Roger Montgomery – Vice Chairman/Secretary

**Board Members:** ☺ Gary Summers-Chairman ☺ Robyn Melton-Vice-Chair/Secretary ☺ Roger Montgomery ☺ Robert Jordan ☺ Don Black **Staff:** ☺ Joel Bauer-District Manager ☺ Joyce Blue- Office Manager.